

Printing Student Schedules Using the Report Card Template

This document outlines the steps to print student schedules using the PowerSchool report card template. The schedule report must be created prior to printing.

Printing Student Schedules

Select the desired group of students using the **Browse Students** area.

Note: For more information on browsing and selecting groups of students

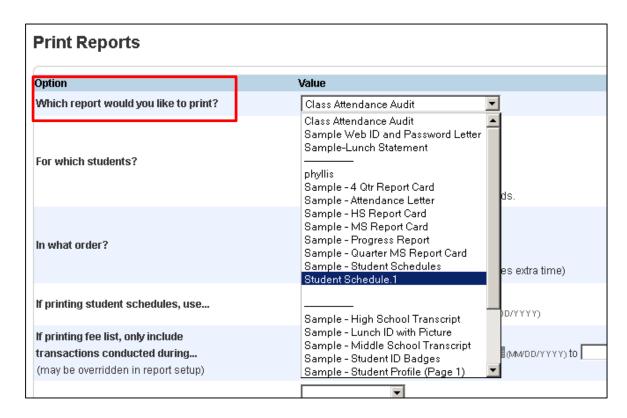
refer to Article #74791 in PowerSource.

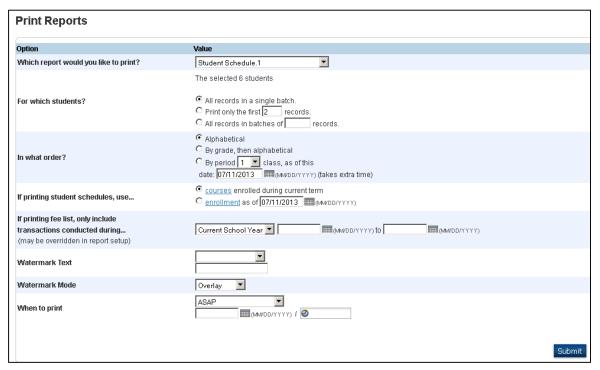
Navigation: Student Selection > Print Report

 Once the desired selection of students is displayed, select Print Report from the drop-down.



2. Which report would you like to print? Set it to the template that you created and is listed in the Value drop-down list.





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- **3.** Select print options for each of the following:
 - a. For which students?
 - b. In what order?
 - c. If printing student schedules, use...
 - d. If printing fee list, only include transactions conducted during...
- **4.** Click **Submit** to print.

Sample Schedule

Schedule for Student Schedule

July 10, 2013

Full Name:

Grade: 10

Student Number: Gender:

Date Enrolled: 08/26/2013

Period	Term	Course	Teacher	Room
1(A-B)	S1	AMERICAN HISTORY I: THE		PodK
		FOUNDING PRINCIP		
1 (A-B)	82	ENGLISH II (HONORS)		T4
2(A-B)	S1	ALGEBRA II (HONORS)		107
2(A-B)	82	ANALYTIC		304
		GEOMETRY/TRIGONOMETRY		
3(A-B)	S1	COMMUNITY FIRST AID &)	Т3
		SAFETY/EMERGENCY R		
3(A-B)	82	SOCIOLO GY/PSYCHOLOGY		131
4(A-B)	S1	THEATRE ARTS II		AUD
4(A-B)	82	EARTH SCIENCE (HONORS)		

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